

MINUTES  
BOARD OF SUPERVISORS  
COUNTY OF YORK

Regular Meeting  
January 20, 2004  
7:00 p.m.

Meeting Convened. A Regular Meeting of the York County Board of Supervisors was called to order at 7:00 p.m., Tuesday, January 20, 2004, in the Board Room, York Hall, by Chairman Thomas G. Shepperd, Jr.

Attendance. The following members of the Board of Supervisors were present: Walter C. Zarembo, Sheila S. Noll, Kenneth L. Bowman, James S. Burgett, and Thomas G. Shepperd.

Also in attendance were James O. McReynolds, County Administrator; J. Mark Carter, Assistant County Administrator; and James E. Barnett, County Attorney.

Invocation. Pastor Walter C. Johnson from Zion Prospect Baptist Church gave the invocation.

Pledge of Allegiance to the Flag of the United States of America. Chairman Shepperd led the Pledge of Allegiance.

**HIGHWAY MATTERS**

Mr. Steven Hicks, Resident Engineer, Virginia Department of Transportation (VDOT), informed the Board that the debris clean up would be officially completed on the January 31. He stated there were still concerns with debris and leaning trees, but he asked everyone to be patient. VDOT is looking at ways to reshape ditches and is checking out potential safety hazards from leaning trees. He explained the strain VDOT was under from losing a total of 30 positions due to a hiring freeze, retirements, and promotions, leaving only 31 positions to cover a substantial area. He stated that signs indicating a "no turnaround" on Railway Road would be relocated to a better location, and VDOT is working to develop a potential cul-de-sac or turnaround. He stated the Lakeside Drive approach to Route 17 would be striped when weather permitted, and new traffic signs and arrows will be installed soon at Route 171 and Route 17. VDOT is evaluating the pavement issues on Breezy Point Road, and the pothole on Vine Drive has been taken care of along with a leaning tree near Harwood's Mill.

Mr. Zarembo asked if the cleanup along Lakeshead Drive was in-house or contracted.

Mr. Hicks stated it was done in-house, and all of the maintenance work was done in-house.

Mr. Zarembo explained that the road markings on Lakeshead Drive have disappeared, and he asked that the road be remarked. He also asked about the repaving of Royal Grant Drive.

Mr. Hicks stated he would look into both matters.

Mr. Burgett stated he received a call from a citizen in Scotch Tom Woods about drainage problems. The citizen contacted VDOT and was told that they would no longer do any drainage work unless it was an emergency. He asked for clarification on VDOT's procedures.

Mr. Hicks explained that with the recent reduction in state forces, the main focus was on safety issues. He acknowledged the problems associated with drainage, but pointed out that those issues were not safety concerns to the traveling public or the roadways. He stated VDOT has to prioritize drainage issues, of which he has over 160 complaints.

Mrs. Noll mentioned there were three leaning trees near Harwood's Mill. She also questioned the pavement in the Route 134 left-turn lane onto Victory Boulevard that had been scraped some time ago.

Mr. Hicks explained that the weather temperature had to be at least 40 degrees consistently before the area could be paved.

Mr. Bowman indicated he would ride through his district with Mr. Hicks to become familiar with the area. He stated the January 31 last debris pickup would be too soon for some residents, specifically Bay Tree Beach and Dandy Loop residents. He elaborated on that area, stating the ditches and culverts that were littered with debris would become clogged when high tide or a heavy rain occurred.

Chairman Shepperd expressed his shock at the number of VDOT personnel lost and stated he understood VDOT's inability to respond to complaints. He questioned VDOT's ability to recover from this downsizing.

Mr. Hicks explained he was focusing on a service contract that would allow VDOT to spotlight the critical drainage areas and also maintain the interstates. He also announced that a citizen meeting would be held tomorrow evening at York High School on the Fort Eustis Boulevard extension and encouraged all citizens to attend.

## **PRESENTATIONS**

### **INTRODUCTION OF NEW MEMBER TO YORK COUNTY BOARDS AND COMMISSIONS**

Chairman Shepperd welcomed Wilfred Whiting as a newly appointed member of the York County Transportation Safety Commission, and presented him with a Boards and Commissions Handbook and a York County pin.

### **EMPLOYEE RECOGNITION PROGRAM**

Chairman Shepperd congratulated Ms. Joan Dunn for having attained 25 years of service with the County, and presented her with her service pin and certificate.

Mrs. Anne Smith, Director of Community Services, shared some background information on Ms. Dunn's employment with the County.

### **VIRGINIA PENINSULA REGIONAL JAIL**

Mr. John Kuplinski, Jail Administrator, Virginia Peninsula Regional Jail, appeared to make a presentation on the Virginia Peninsula Regional Jail facility. He provided a videotape composed by the County's Video Services Department which depicted programs provided to the inmates and interviews with the Sheriff.

### **YORKTOWN WATERFRONT PRESENTATION**

Mr. John Hudgins, Director of Environmental and Development Services, provided the Board with an update on the waterfront revitalization progress. He identified the areas being renovated as three phases, and he detailed the work necessary to complete the renovations. He provided a construction schedule prepared by W. M. Jordan Company, contractor for the waterfront. Mr. Hudgins stated the project should be completed by February 2005.

## **CITIZENS COMMENT PERIOD**

No one appeared to speak this evening.

## **COUNTY ATTORNEY REPORTS AND REQUESTS**

Mr. Barnett stated he would be providing the Board with a list of proposed legislation being introduced into the General Assembly. He noted he has begun to receive the Action Calls from

the local government agencies to help inform him of what is being proposed, and he will continue to review the proposed bills as they come in.

Meeting Recessed. At 7:52 p.m. Chairman Shepperd declared a short recess.

Meeting Reconvened. At 8:00 p.m. the meeting was reconvened in open session by order of the Chair.

## **PUBLIC HEARINGS**

### **BACK CREEK SEWER PROJECT**

Mr. Barnett made a presentation on proposed Resolution R04-5 to declare the intent of the York County Board of Supervisors to enter and take the necessary easements across property owned by Ernest D. Lemonds, Jr., Trustee under the Ernest D. Lemonds Living Trust. He explained the proposed resolution was previously brought before the Board; however, a discrepancy between the tax records and the land records was found regarding the actual owner. Therefore, the proposed easement was advertised in the Trustee's name of the Testamentary Estate.

Chairman Shepperd called to order a public hearing on proposed Resolution R04-5 that was duly advertised as required by law and is entitled:

A RESOLUTION DECLARING THE NECESSITY TO ENTER UPON  
AND TAKE EASEMENTS ON PROPERTY OWNED BY ERNEST D.  
LEMONDS, TRUSTEE UNDER THE ERNEST D. LEMONDS LIV-  
ING TRUST, TAX MAP PARCEL 25-184, IN CONNECTION WITH  
THE BACK CREEK SEWER PROJECT

There being no one present who wished to speak concerning the subject resolution, Chairman Shepperd closed the public hearing.

Mrs. Noll then moved the adoption of proposed Resolution R04-5 that reads:

A RESOLUTION DECLARING THE NECESSITY TO ENTER UPON  
AND TAKE EASEMENTS ON PROPERTY OWNED BY ERNEST D.  
LEMONDS, TRUSTEE UNDER THE ERNEST D. LEMONDS LIV-  
ING TRUST, TAX MAP PARCEL 25-184, IN CONNECTION WITH  
THE BACK CREEK SEWER PROJECT

WHEREAS, it is necessary to obtain certain easements in connection with the Back Creek sewer project; and

WHEREAS, for various reasons, the County is not able to obtain from the owners of such property clear title to the interests in real estate necessary, or no agreement has been reached as to the consideration to be paid for the said interests; and

WHEREAS, a plat of the interests in real property to be acquired has been prepared by Precision Measurements, Inc., and appraisals of such interests have been prepared; and

WHEREAS, § 15.2-1905 C, Code of Virginia, authorizes the Board to adopt a resolution following a public hearing on the matter declaring its intent to enter and take specified properties, rights-of-way or easements for such purposes as constructing, installing, expanding, maintaining, or repairing pipelines, meter boxes, pumps, or any other appurtenances to a sewerage disposal and water system.

NOW, THEREFORE, BE IT RESOLVED by the York County Board of Supervisors this 20th day of January, 2004, that the Board finds that it is necessary for the protection and preservation of the public health, safety and welfare, and for the timely completion of the Back

Creek sewer project, for the County, its officers, employees and agents to enter upon and take the interests in real property described below prior to the initiation of condemnation proceedings.

BE IT FURTHER RESOLVED that the interest to be taken, and the compensation and damages, if any, offered by the County for the following property, which interest is more particularly described on the plat attached to the Report of the County Attorney dated December 29, 2003, and incorporated herein by this reference:

Tax Map No. 25-184

A permanent utility easement and two temporary construction easements as shown on a plat entitled "Plat of Easement Acquisition From: Ernest D. Lemonds Estate, To: County of York, Virginia, Project: Back Creek Road Sanitary Sewer Improvements," dated August 8, 2003, prepared by Precision Measurements, Inc., and designated as a "Permanent Utility Easement Hereby Conveyed to York County, 673 sq. ft.," a "Temporary Construction Easement Hereby Conveyed to York County, 313 sq. ft., a "Temporary Construction Easement Hereby Conveyed to York County, 42 sq. ft." Value offered to Owner: \$1,046.00.

BE IT STILL FURTHER RESOLVED that the Chairman of the Board of Supervisors, the County Treasurer and the County Attorney are hereby authorized and directed, for and on behalf of the County, to execute a certificate to be recorded in the Office of the Clerk of the Circuit Court for York County, certifying the amount set forth above as the fair value, and damages if any, of the interest to be taken, will be paid the owner in accordance with the provisions of State law and upon order of the Court.

BE IT STILL FURTHER RESOLVED that the County Attorney be, and he is hereby, authorized, if necessary and appropriate, at any time following the date of this Resolution, to institute condemnation proceedings in the name of the Board of Supervisors to acquire title to the interest in the property described above, including, if necessary, any other easements or restrictions that may affect the easements sought to be acquired, and to do all things necessary as a prerequisite thereto.

On roll call the vote was:

Yea: (5) Zaremba, Noll, Bowman, Burgett, Shepperd  
Nay: (0)

APPLICATON NO. UP-626-03, MILES C. BURCHER AND GARY L. BROCKSMITH

Mr. Carter gave a presentation on Application No. UP-626-03 to approve a use permit authorizing the establishment of a detached accessory apartment in conjunction with a single-family dwelling located at 709 Patricks Creek Road. The Planning Commission considered the application and forwarded it to the Board of Supervisors with a recommendation of approval, and staff recommended approval of the application through the adoption of proposed Resolution R04-2.

Mr. Burgett questioned the electric meter on the apartment being separate and asked if it would be in the name of the primary resident occupant.

Mr. Carter affirmed the meter is required to be in the name of the primary resident as a requirement of the code.

Mr. Bowman expressed concern that this property could be used as rental property, and he asked how it would be monitored for violations.

Mr. Carter stated there is a restriction in the ordinance that stipulates the apartment could only be used for family members. He noted the zoning enforcement staff would periodically visit the property, and occasionally they receive tips from neighbors if a violation has occurred.

Discussion continued on the proposed accessory apartment.

Chairman Shepperd then called to order a public hearing on Application UP-626-03 that was duly advertised as required by law. Proposed Resolution R04-2 is entitled:

A RESOLUTION TO APPROVE A SPECIAL USE PERMIT TO AU-  
THORIZE THE ESTABLISHMENT OF AN ACCESORY APART-  
MENT AT 709 PATRICKS CREEK ROAD

There being no one present who wished to speak concerning the subject resolution, Chairman Shepperd closed the public hearing.

Mr. Zaremba then moved the adoption of proposed Resolution R04-2 that reads:

A RESOLUTION TO APPROVE A SPECIAL USE PERMIT TO AU-  
THORIZE THE ESTABLISHMENT OF AN ACCESORY APART-  
MENT AT 709 PATRICKS CREEK ROAD

WHEREAS, Miles C. Burcher and Gary L. Brocksmith have submitted Application No. UP-626-03, which requests a Special Use Permit, pursuant to Section 24.1-407(b) (Category 1, No. 3) of the York County Zoning Ordinance, to authorize an accessory apartment in a detached structure on property located at 709 Patrick Creek Road (Route 616) and further identified as Assessor's Parcel No. 30J-1-1; and

WHEREAS, said application has been forwarded to the York County Planning Commission in accordance with applicable procedure; and

WHEREAS, the Planning Commission recommends approval of this application; and

WHEREAS, the York County Board of Supervisors has conducted a duly advertised public hearing on this application; and

WHEREAS, the Board has carefully considered the public comments and Planning Commission recommendation with respect to this application;

NOW, THEREFORE, BE IT RESOLVED by the York County Board of Supervisors this the 20th day of January, 2004, that Application No. UP-626-03 be, and it is hereby, approved to authorize a Special Use Permit for the establishment of an accessory apartment located on property at 709 Patricks Creek Road subject to the following conditions:

1. This use permit shall authorize a detached accessory apartment in conjunction with a single-family detached dwelling to be contained within an existing accessory structure on property located at 709 Patricks Creek Road and further identified as Assessor's Parcel No. 30J-1-1.
2. The apartment shall be contained within the existing structure located at the southwest corner of the subject property as indicated on the plat submitted by the applicant titled "Construction Survey, Plat of the Property of Miles C. Burcher," dated April 21, 2003, prepared by Davis & Associates and received by the Planning Division on September 28, 2003. Building plans in substantial conformance with the floor plans submitted by the applicant and received by the Planning Division on September 28, 2003 shall be submitted to and approved by the York County Department of Environmental and Development Services, Division of Building Regulation, prior to the issuance of a building permit for the accessory apartment.
3. Not more than one (1) accessory apartment shall be permitted in conjunction with the principal dwelling unit.

4. Habitable floor area of the accessory apartment unit shall not contain in excess of 800 square feet.
5. The accessory apartment unit shall contain no more than one (1) bedroom.
6. Adequate provisions shall be made for off-street parking of motor vehicles in such a fashion as to be compatible with the character of the single-family residence and adjacent properties.
7. The accessory apartment shall not be rented separate from the principal dwelling and shall be occupied only by family members or guests of the occupant of the single-family dwelling.
8. Renovation of the existing structure for the purpose of establishing an accessory apartment shall be in compliance with Sections 24.1-372 and 24.1-373 of the County Zoning Ordinance and all applicable State and Federal regulations relevant to development in the FEMA-designated 100-year floodplain.
9. In accordance with Section 24.1-115(b)(7) of the York County Zoning Ordinance, a certified copy of the resolution authorizing this special use permit shall be recorded at the expense of the applicant in the name of the property owner as grantor in the office of the Clerk of the Circuit Court.

On roll call the vote was:

Yea: (5) Noll, Bowman, Burgett, Zaremba, Shepperd  
Nay: (0)

APPLICATION NO. UP-627-03, KENNETH DALE MOORE

Mr. Carter gave a presentation on Application No. UP-627-03 to approve a use permit authorizing the expansion of an existing mini-storage warehouse facility onto an adjacent parcel located at 5922 George Washington Memorial Highway. He explained that this proposal was inconsistent with the previous Stor-Moore proposal that called for another commercial use. He stated that two years ago the Planning Commission recommended denial, and the Board also denied the request. The applicant has waited the mandatory one-year before resubmitting essentially the same request. He stated that the Planning Commission has again considered the application and forwarded it to the Board of Supervisors with a recommendation of denial, and staff concurred with the Commission's recommendation.

Mr. Burgett reminded the Board that this land was zoned General Business, and he asked how many uses under the Zoning Ordinance would apply to General Business.

Mr. Carter specified that General Business is the most intensive commercial district, with approximately 80 uses that are permitted as a matter of right in that district, with another 30 or more with a Special Use Permit. He stated there were also public and institutional type uses above and beyond those commercial uses.

Mr. Burgett asked Mr. Carter if the Route 17 Revitalization Committee considered mini-storage warehouse facilities to be visual improvements.

Mr. Carter explained that mini-warehouses were not mentioned, but the committee recommended that the Board look at all uses that are allowed in the General Business district.

Discussion ensued on the possible uses in the General Business district.

Mr. Zaremba asked why the Planning Commission recommended denial.

Mr. Carter stated he felt the primary concern of the Commission was that this was not the most economically productive use of the property, and that there were other commercial uses allowed in the General Business district that would be better in terms of the County's long-term goals of bolstering the tax base.

Mr. Zaremba questioned the kind of revenue that would be possible with another use.

Mr. Carter pointed out that any retail use would generate real estate tax revenues and sales tax revenues. An office use would generate a greater amount of real estate tax revenue because of the investment in the buildings themselves.

Discussion continued concerning the landscaping of the facility.

Mr. Zaremba mentioned that the County has made a major attempt to improve the appearance of Route 17, and he was concerned that the standards were set high enough to make those improvements.

Mr. Lamont Myers, 108 Pheasant Watch, representative for the applicant, appeared to explain the applicant's proposal in depth, and to answer any of the Board's questions. He presented the arguments on behalf of the applicant and outlined the disadvantages of this property if used for a retail purpose. He stated the disadvantages of locating the facility to an obscure location would be that no one would rent space. He compared the loss of revenue with the property remaining vacant for so long. He then encouraged the Board to support Mr. Moore's application.

Mr. Zaremba spoke of a storage facility that was located in an unusable area of Williamsburg but remained at full capacity level.

Mrs. Noll stated if she were seeking a storage facility, she would simply locate one in the Yellow Pages. She stated a storage facility doesn't need to be on a main highway.

Mr. Bowman referred to the artist's renderings and stated they did not allow a good visual representation of what the building would look like. He stated he felt the Board should be able to see exactly what the facility would look like without the vegetation or leaves on the trees.

Chairman Shepperd inquired about the tax revenues on the proposed project and the projected cost of the building.

Mr. Kenneth Moore, the applicant, stated the building would cost approximately \$900,000, but he was unable to estimate what the taxes would be.

Chairman Shepperd questioned the demand of the storage units.

Mr. Moore stated they currently turn down 10 to 15 people on Saturdays.

Chairman Shepperd then called to order a public hearing on Application UP-627-03 that was duly advertised as required by law. Proposed Resolution R04-3 is entitled:

A RESOLUTION TO APPROVE A SPECIAL USE PERMIT TO AUTHORIZE THE EXPANSION OF AN EXISTING MINI-STORAGE WAREHOUSE FACILITY ONTO AN ADJACENT 1.74-ACRE PARCEL ON ROUTE 17

There being no one present who wished to speak concerning the subject application, Chairman Shepperd closed the public hearing.

Mr. Burgett commented that he had thoroughly looked over the proposal, but he felt that the land could be better utilized. He reminded everyone of the County's responsibility to look into the future to take care of the citizens, and one of those ways was through tax revenues. He pointed out that the County's real estate tax rates have been able to remain the same for several years, only due to the commercial growth in the County. He explained that businesses

create wealth for the community, and then he compared the tax rate of the proposed facility to the current tax rates for residential property. He spoke of the need to create more jobs within the County, and he noted that a storage facility needs only a few employees. Mr. Burgett stated he did not support this application.

Mrs. Noll stated she felt a much better use of the land would come at a later time.

Mr. Bowman acknowledged that the application was a hard decision, but agreed with Mr. Burgett about being responsible for the future. He recounted Mr. Moore's success as a businessman and stated that he had a right to develop his property and use it as he sees fit. He explained that a facility could be built off the main highway, and he suggested roads that would be appropriate. He then expressed his support for the application with the condition of the terms strictly adhered to.

Mr. Zaremba agreed that property owners do have rights concerning their property so long as they are consistent with the zoning ordinances in place. He mentioned that the Board's decision to not raise tax rates was possible only through increasing revenues via smart economic growth and development. He suggested that the County increase the standards for Route 17 to maintain a higher level of development in the area. He stated he did not support this application.

Chairman Shepperd complimented the applicant on his presentation and stated the importance of applications such as this to the Board of Supervisors and the Planning Commission since they have to address the issue of land use. He related some other cities that have let things get out of control where the vision was not laid out very well. He spoke of the needs of the property owner versus the needs and desires of the citizens of the community, and complimented Mr. Burgett on his comments regarding the application.

Mrs. Noll then moved the adoption of proposed Resolution R04-3 that reads:

A RESOLUTION TO APPROVE A SPECIAL USE PERMIT TO AUTHORIZE THE EXPANSION OF AN EXISTING MINI-STORAGE WAREHOUSE FACILITY ONTO AN ADJACENT 1.74-ACRE PARCEL ON ROUTE 17

WHEREAS, Kenneth Dale Moore has submitted Application No. UP 627-03, which requests a Special Use Permit, pursuant to Section 24.1-306 (Category 14, No. 6) of the York County Zoning Ordinance, to authorize the expansion of an existing mini-storage warehouse facility onto an adjacent 1.74-acre parcel located at 5922 George Washington Memorial Highway approximately 300 feet north of the intersection of George Washington Memorial Highway (Route 17) and Wolfrap Road (Route 630) and further identified as Assessor's Parcel No. 29-4-4B; and

WHEREAS, said application has been referred to the York County Planning Commission in accordance with applicable procedure; and

WHEREAS, the Planning Commission recommends denial of this application; and

WHEREAS, the York County Board of Supervisors has conducted a duly advertised public hearing on this application; and

WHEREAS, the Board has carefully considered the public comments and Planning Commission recommendation with respect to this application;

NOW, THEREFORE, BE IT RESOLVED by the York County Board of Supervisors this the 20<sup>th</sup> day of January, 2004, that Application No. UP-627-03 be, and it is hereby, approved to authorize the expansion of an existing mini-storage warehouse facility onto an adjacent 1.74-acre parcel located at 5922 George Washington Memorial Highway approximately 300 feet north of the intersection of George Washington Memorial Highway (Route 17) and Wolfrap Road (Route 630) and further identified as Assessor's Parcel No. 29-4-4B, subject to the following conditions:



1. This use permit shall authorize the expansion of an existing mini-storage warehouse facility onto an adjacent 1.74-acre parcel located at 5922 George Washington Memorial Highway approximately 300 feet north of the intersection of George Washington Memorial Highway (Route 17) and Wolftrap Road (Route 630) and further identified as Assessor's Parcel No. 29-4-4B.
2. A site plan, prepared in accordance with the provisions of Article V of the York County Zoning Ordinance, shall be submitted to and approved by the County prior to the commencement of any construction or land clearing activities on the site. Said site plan shall be in substantial conformance with the concept plan titled "Concept Plan – Proposed Addition to Stor-Moore Self Storage," prepared by Campbell Land Surveying, Inc. and dated September 20, 2003, except as modified herein. Said site plan shall include a landscape plan prepared in accordance with the provisions set forth in Article II, Division 4, Landscaping, Buffer, and Greenbelt Regulations, of the York County Zoning Ordinance.
3. The mini-storage warehouse facility shall be developed and operated in accordance with the standards set forth in Sections 24.1-483, Standards for all wholesaling and warehouse uses, and 24.1-484, Standards for mini-storage warehouses, of the York County Zoning Ordinance.
4. The development shall be limited to a maximum of 24,525 net square feet of rentable space.
5. The hours of operation of the facility shall be limited to 6:00 a.m. to 9:00 p.m. daily.
6. All buildings shall have brick façades matching the brick building façades in the existing Stor Moore development on the abutting parcel in the locations indicated on the "Revised Concept Plan – Proposed Staff Modification" dated October 24, 2003. The building façades parallel to Route 17 shall incorporate corbelling, pilasters, offsets, or other decorative treatments at a maximum spacing of fifty feet (50').
7. The "decorative fence/wall" depicted on the above-referenced sketch plan shall be constructed of a brick or block exterior compatible with the brick building façades and shall be a minimum of six feet (6') in height.
8. The developer shall make exterior siding modifications to the two-story office building in the existing Stor Moore development to the west of the subject parcel by replacing the existing metal siding with a brick, stucco, or similar decorative building material.
9. A berm measuring at least four feet (4') in height shall be installed within the forty-five-foot (45') front landscape yard along the entire Route 17 frontage of the parcel. Said berm shall be supplemented by landscaping in accordance with the planting ratios set forth in Section 24.1-242(h) of the Zoning Ordinance. The front edge of the berm shall be set back at least ten feet (10') from the existing right-of-way reservation line.
10. Access to the site shall be from the existing Stor Moore entrance. No additional entrance on Route 17 shall be permitted.
11. All warehouse bay doors shall face the inside of the mini-storage warehouse development. No warehouse doors shall be located along or in the exterior façade of the mini-storage warehouse development.
12. Freestanding signage for the development shall be limited to the existing Stor Moore identification sign located at 6000 George Washington Memorial Highway.
13. All fencing shall be of a masonry, wrought iron, or similar decorative material. The use of chain link or similar theft-deterrent wire (i.e., barbed wire, razor wire, etc.) anywhere on the property shall not be permitted.

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14. Building height shall be no greater than fifteen feet (15'), as measured from the finish grade, except for any gables on the decorative facade, which may be no greater than thirty feet (30'), as measured from the finish grade.
15. The applicant shall be responsible for compliance with the regulations in Section 24.1-115(b)(6) of the Zoning Ordinance that pertain to the recordation of this resolution in the office of the Clerk of the Circuit Court.

On roll call the vote was:

Yea: (1) Bowman  
Nay: (4) Burgett, Zaremba, Noll, Shepperd

APPLICATION NO. UP-628-03, MINA BAILEY

Mr. Carter gave a presentation on Application No. UP-628-03 to approve a use permit authorizing a beauty shop as a home occupation within a single-family detached dwelling located at 219 Susan Newton Lane. The Planning Commission considered the application and forwarded it to the Board of Supervisors with a recommendation of approval, and staff recommended approval of the application through the adoption of proposed Resolution R04-4.

Mr. Zaremba asked if the County notified the adjacent property owners in the neighborhood.

Mr. Carter indicated the neighbors here notified, and no complaints were received.

Chairman Shepperd called to order a public hearing on Application UP-628-03 that was duly advertised as required by law. Proposed Resolution R04-4 is entitled:

A RESOLUTION TO APPROVE A SPECIAL USE PERMIT TO AUTHORIZE A BEAUTY SHOP AS A HOME OCCUPATION AT 219 SUSAN NEWTON LANE.

There being no one present who wished to speak concerning the subject application, Chairman Shepperd closed the public hearing.

Mrs. Noll then moved the adoption of proposed Resolution R04-4 that reads:

A RESOLUTION TO APPROVE A SPECIAL USE PERMIT TO AUTHORIZE A BEAUTY SHOP AS A HOME OCCUPATION AT 219 SUSAN NEWTON LANE.

WHEREAS, Mina P. Bailey has submitted Application No. UP-628-04 requesting a Special Use Permit, pursuant to Section 24.1-283(b) of the York County Zoning Ordinance, to authorize a beauty shop as a home occupation within a single-family detached dwelling on a 0.29-acre parcel of land located at 219 Susan Newton Lane (Route 1651) and further identified as Assessor's Parcel No. 37-23-4-52; and

WHEREAS, said application has been forwarded to the York County Planning Commission in accordance with applicable procedure; and

WHEREAS, the Planning Commission recommends approval of this application; and

WHEREAS, the York County Board of Supervisors has conducted a duly advertised public hearing on this application; and

WHEREAS, the Board has carefully considered the public comments and Planning Commission recommendation with respect to this application;

NOW, THEREFORE, BE IT RESOLVED by the York County Board of Supervisors this the 20th day of January, 2004, that Application No. UP-628-04 be, and is hereby, approved to

authorize a Special Use Permit, pursuant to Section 24.1-283(b) of the York County Zoning Ordinance, to establish a beauty shop as a home occupation within a single-family detached dwelling on a 0.29-acre parcel of land located at 219 Susan Newton Lane and further identified as Assessor's Parcel No. 37-23-4-52, subject to the following conditions:

1. This use permit shall authorize the establishment of a one (1)-chair beauty shop as a home occupation within a single-family detached dwelling on a 0.29-acre parcel of land located at 219 Susan Newton Lane and further identified as Assessor's Parcel No. 37-23-4-52.
2. The conduct of such home occupation shall be limited to the existing attached garage not to exceed 335 square feet.
3. The home occupation shall be conducted in accordance with the provisions of Sections 24.1-281 and 24.1-283(b) of the York County Zoning Ordinance, except as modified herein.
4. No person other than individuals residing on the premises shall be engaged on the premises in the home occupation.
5. The days and hours of operation shall be limited to Tuesday through Saturday from 9:00 AM to 5:00 PM.
6. No more than one (1) customer at any one time shall be served within the applicant's home.
7. Retail sales on the premises shall be limited to incidental sales of shampoo and other hair care products.
8. No signs or other forms of on-premises advertisement or business identification visible from outside the home shall be permitted.
9. In accordance with the terms of the Zoning Ordinance, a minimum of two (2) off-street parking space shall be provided on the premises to accommodate customers. These spaces shall be in addition to the two (2) spaces that are otherwise required for the single-family residence.
10. In accordance with Section 24.1-115(b)(7) of the York County Zoning Ordinance, a certified copy of the resolution authorizing this special use permit shall be recorded at the expense of the applicant in the name of the property owner as grantor in the office of the Clerk of the Circuit Court.

On roll call the vote was:

Yea: (5) Burgett, Zaremba, Noll, Bowman, Shepperd  
Nay: (0)

APPLICATION NO. YVA-19, YORK COUNTY BOARD OF SUPERVISORS AND YORK COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

Mr. Carter gave a presentation on Application No. YVA-19 to approve the development of property located on the Yorktown waterfront including the projects proposed to be known as the Riverwalk Landing and the Yorktown Riverwalk. He described the development to occur in the area and phases that will help achieve the overall completion of the project.

Mr. Zaremba advised that the waterfront improvements are part of a \$24,000,000 project to revitalize Yorktown, and the County expected to see many visitors once the project catches on. He felt that a public relations program needed to be put into place and that the ribbon cuttings should coincide with each other. He would like to further discuss the public relations aspect of the project during the February retreat.

Mrs. Noll agreed with Mr. Zaremba, and commended staff in their efforts to publicize this project since the Focus on Yorktown. She explained that someone had been hired who handles the tourism aspect and publicity for this; and she stated that as the need arose, this person would have to stay on top of the public relations.

Mr. Bowman also commended the staff and stated they had done a wonderful job. He stated the project would be great for the area, especially around 2007 when the Historic Triangle puts on its big show.

Chairman Shepperd asked if this was the last resolution on the project. He stated this was a major milestone for the County and that the project took a lot of courage. He stated the County was a part of a huge group organization, the Historic Triangle, all the advertisements will be brought in with a lot of thought, a lot of investment, and a lot of grants. He stated he was proud to be a part of it.

Chairman Shepperd then called to order a public hearing on Application No. YVA-19-04 that was duly advertised as required by law. Proposed Resolution R04-11 is entitled:

A RESOLUTION TO APPROVE APPLICATION NO. YVA-19-04,  
WHICH REQUESTS APPROVAL OF THE CONCEPTUAL DEVELOPMENT  
PLANS FOR THE YORKTOWN RIVERWALK AND THE RIVERWALK LANDING  
PROJECTS PROPOSED FOR CONSTRUCTION ON THE YORKTOWN WATERFRONT

There being no one present who wished to speak concerning the subject application, Chairman Shepperd closed the public hearing.

Mrs. Noll then moved the adoption of proposed Resolution R04-11 that reads:

A RESOLUTION TO APPROVE APPLICATION NO. YVA-19-04,  
WHICH REQUESTS APPROVAL OF THE CONCEPTUAL DEVELOPMENT  
PLANS FOR THE YORKTOWN RIVERWALK AND THE RIVERWALK LANDING  
PROJECTS PROPOSED FOR CONSTRUCTION ON THE YORKTOWN WATERFRONT

WHEREAS, the York County Board of Supervisors and York County Industrial Development Authority have submitted Application No. YVA-19-04 which requests approval, pursuant to the terms of Section 24.1-327, YVA-Yorktown Village Activity District, of the York County Zoning Ordinance, for projects known as the Yorktown Riverwalk and Riverwalk Landing, both to be located on the Yorktown waterfront; and

WHEREAS, the application has been referred to the Planning Commission for review and recommendation in accordance with applicable procedures; and

WHEREAS, the Planning Commission has conducted a duly advertised public hearing on the application and has considered the comments and recommendations received from the public and staff; and

WHEREAS, the Board of Supervisors has conducted a duly advertised public hearing on this application, has considered the comments received from citizens and staff and the recommendations of the Planning Commission, and has determined that approval of this application would be consistent with the Yorktown Master Plan and the Board's overall goals for revitalization of Yorktown.

NOW, THEREFORE, BE IT RESOLVED by the York County Board of Supervisors, this the 20th day of January, 2004, that it does hereby approve Application No. YVA-19-04 to authorize development of the Yorktown Riverwalk and the Riverwalk Landing projects, subject to the following conditions:

1. The subject projects shall be developed in substantial conformance with the conceptual plans/renderings and photographs prepared by Rancorn Wildman Architects, dated January 5, 2004, attached to the County Administrator's memorandum to the Board of Supervisors dated January 7, 2004, and incorporated herein by reference.
2. The maximum building height for any structure in the proposed development, exclusive of decorative cupolas, shall be 29 feet above finished grade. The maximum height of any decorative cupola shall be 41 feet above finished grade.
3. Approval of this development concept is contingent on implementation of the parking plan (parking terrace and surface level parking) depicted on the concept plans referenced above.
4. Signage for the Riverwalk Landing project shall be consistent with the standards set out in the commercial development signage guidelines (Section IV.B) of the Yorktown Design Guidelines, adopted by the York County Board of Supervisors on December 2, 2003.

On roll call the vote was:

Yea: (5) Zaremba, Noll, Bowman, Burgett, Shepperd  
 Nay: (0)

#### **COUNTY ADMINISTRATOR REPORTS AND REQUESTS**

Mr. McReynolds reported on his meeting with hospital representatives in the upper end of the County. He indicated he met with the architect and contractor and is very pleased with the hospital's progress. He reported on the success of items auctioned from Nick's Seafood Pavilion, approximately \$235,000 in revenues. He mentioned the archaeological digs in historic Yorktown that have turned up a number of findings, including artifacts from the Native American period. A set of human remains from the Colonial period that does not appear to be related to the first find was reported last week. Another set of remains were found that appear to be from the first half of the 20<sup>th</sup> century that is being investigated by the Sheriff's Department. He stated those remains might be that of someone who washed up from the storm of 1933. He reminded the Board of its work session on January 27 on the proposed Capital Improvements Program for FY05-10, requests for new programs and personnel, and also a presentation from the Heritage Humane Society. He also reminded the Board of its upcoming meetings on February 3, 10, and 17.

Chairman Shepperd asked Mr. McReynolds to shed some light on the emails received by the Board regarding the School Division's Capital Improvement Plan (CIP), particularly the school playground equipment. He explained the priorities set for the school's CIP program and stated if the School Board would like the money shifted from one project to another, the County would be happy to help.

Mrs. Noll asked about the safety of the school equipment.

Mr. McReynolds stated that both the County and the School Board have processes in place for annual inspections of equipment to make sure of the safety. The equipment may be aging, but Mr. McReynolds stated the equipment is kept up to standards.

Discussion ensued on the many emails received from parents regarding the safety of school equipment. The Board suggested that concerned parents contact the School Board since it controls its own funds.

#### **MATTERS PRESENTED BY THE BOARD**

Mrs. Noll stated she spoke to a delegate in Richmond who was sponsoring the photo red bill that the Transportation Safety Committee had long championed. She was introduced to the House Majority Leader but was unable to sway him in his efforts to kill the bill. She suggested

that citizens visit the state's website and contact those who serve on committees that the bill has been referred to. She was told to have as many uniformed law enforcement members go to the committee meetings and speak. She congratulated staff on the Annual Report and suggested that all citizens read the excellent document.

Mr. Bowman stated he had attended an informational meeting for new supervisors sponsored by the Virginia Association of Counties. He asked residents in District 3 to help with the drainage problems by removing light debris and leaves from their ditches. He encouraged everyone to take care of their frontage before calling VDOT for help. He also encouraged citizens to attend VDOT's informational meeting tomorrow at York High School concerning the Fort Eustis Boulevard extension.

Mr. Zaremba reported on an article in Citizen's News regarding inoperable motor vehicles. He emphasized the County's seriousness in improving the appearance, safety, and the policing of residential areas. He noted that residents weren't allowed to have more than one non-working vehicle on the property. He stated that one of the biggest issues in the General Assembly is the tax structure, and he implored citizens to get involved and stay tuned with the actions of the lawmakers in Richmond.

Mr. Burgett reported on a meeting at the Peninsula Workforce Development Center, a facility put together by the seven localities and manned by the Virginia Employment Commission, Thomas Nelson Community College, and New Horizons. He explained the functions of the center, and noted the regional director for the Department of Labor was given a tour of the facility. The director stated the facility was a model for the nation. Mr. Burgett then noted he had attended the Military Affairs Meeting where it was decided a community outreach program would be put together and Board members would be invited. He mentioned his interest in finding out about the Comprehensive Plan revisions that occur every five years. He also expressed his interest in the text amendment that the Planning Commission will be considering concerning the removal of gas tanks from defunct gas stations. He indicated he is very interested in the Route 17 Revitalization Committee and looks forward to its reports.

Chairman Shepperd stated his first two weeks as Chairman had been quite eventful. He announced that the York County Chamber of Commerce was doing a great job for the business community, but recognized its difficulty in getting word out to the business community of what is available to businesses. He mentioned the Chamber has something called the York County Community Network which is a website available for those homeowner associations that do not have their own websites. He commended the Sheriff's Department on apprehending graffiti suspects. He mentioned the 2007 Host Committee, which is a committee set up to help orchestrate development for the celebration of Jamestown's 400<sup>th</sup> birthday. He attended the Governor's Luncheon with discussions on the budget and noted he had brought back some material for the Board members to review.

## **CONSENT CALENDAR**

Mr. McReynolds reviewed a correction to be made to the January 6 minutes that the Board was previously notified about.

Mr. Burgett then moved that the Consent Calendar be approved as submitted, Item Nos. 6, 7, 8 and 9, respectively.

On roll call the vote was:

Yea:	(5)	Noll, Bowman, Burgett, Zaremba, Shepperd
Nay:	(0)	

Thereupon, the following minutes were approved and resolutions adopted:

## **Item No. 6. APPROVAL OF MINUTES**

The minutes of the following meetings of the York County Board of Supervisors were approved:

January 6, 2004, Regular Meeting

Item No. 7. STREET ACCEPTANCES: Resolution R04-8.

A RESOLUTION REQUESTING THE VIRGINIA DEPARTMENT OF  
TRANSPORTATION TO INCLUDE A STREET IN TUE MARSH  
COVE INTO THE SECONDARY SYSTEM OF STATE HIGHWAYS

WHEREAS, the following street, which is shown on a plat recorded in the Clerk's Office of the Circuit Court of York County, has been constructed to standards equal to the Virginia Department of Transportation's Subdivision Street Requirements as a requisite for acceptance for maintenance as part of the Secondary System of State Highways; and

WHEREAS, the Resident Engineer for the Virginia Department of Transportation has inspected this street and found it to be acceptable for maintenance; and

WHEREAS, the York County Board of Supervisors does hereby guarantee unencumbered rights of way, as described on the following Form SR-5A, plus the necessary easements for cuts, fills, and drainage for this street;

NOW, THEREFORE, BE IT RESOLVED by the York County Board of Supervisors, this the 20th day of January, 2004, that the Virginia Department of Transportation be, and it hereby is, requested to add and maintain the street described on the following Form SR-5A as part of the Secondary System of State Highways, pursuant to Section 33.1-229, Code of Virginia, 1950 amended, and the regulatory requirements of VDOT.

BE IT FURTHER RESOLVED that copies of this resolution be forwarded to the developer of Tue Marsh Cove and to the Resident Engineer of the Virginia Department of Transportation.

In the County of York

By resolution of the governing body adopted January 20, 2004

***The following Form SR-5A is hereby attached and incorporated as part of the governing body's resolution for changes in the secondary system of state highways.***

**Report of Changes in the Secondary System of State Highways**

Form SR-5A

Secondary Roads Division 5/1/99

**Project/Subdivision**

**Tue Marsh Cove**

Type of Change: **Addition**

The following additions to the Secondary System of State Highways, pursuant to the statutory provision or provisions cited, are hereby requested, the right of way for which, including additional easements for drainage as required, is guaranteed:

Reason for Change: Addition, New subdivision street

Pursuant to Code of Virginia Statute: **§33.1-229**

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**Route Number and/or Street Name**

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**Tue Marsh Lane, State Route Number 1189**

Description: **From:** Route 629 (Dandy Loop Road)

**To:** 0.07 mile east to end of cul-de-sac

A distance of: 0.07 mile.

*Right of Way Record:* Filed with the Clerk of the Circuit Court on 5/1/1992, Plat Book 11, Pages 417-418, with a width of 50'

Item No. 8. PURCHASE AUTHORIZATION: Resolution R04-6.

A RESOLUTION TO AUTHORIZE THE COUNTY ADMINISTRATOR  
TO EXECUTE AGREEMENTS FOR CONSTRUCTION OF THE  
BACK CREEK ROAD VACUUM SANITARY SEWER PROJECT.

WHEREAS, it is the policy of the Board of Supervisors that all procurements of goods and services by the County involving the expenditure of \$30,000 or more be submitted to the Board for its review and approval; and

WHEREAS, the County Administrator has determined that the following procurement is necessary and desirable, that it involves the expenditure of \$30,000 or more, and that all applicable laws, ordinances, and regulations have been complied with;

NOW, THEREFORE, BE IT RESOLVED by the York County Board of Supervisors this 20th day of January, 2004, that the County Administrator be, and hereby is, authorized to execute procurement arrangements for the following:

	<u>AMOUNT</u>
Back Creek Road Vacuum Sanitary Sewer	\$1,037,059

Item No. 9. EMERGENCY HOME REPAIR GRANT: Resolution R04-7.

A RESOLUTION TO APPROVE THE COUNTY'S APPLICATION FOR  
EMERGENCY HOME REPAIR GRANT FUNDING FROM THE VIR-  
GINIA DEPARTMENT OF HOUSING AND COMMUNITY DEVEL-  
OPMENT

WHEREAS, the York County Board of Supervisors has a long standing commitment to assisting the County's low and moderate income citizens in meeting essential housing needs; and

WHEREAS, the County's Division of Housing and Neighborhood Revitalization has applied for, received and implemented Emergency Home Repair grant funding since the program's inception in 1989 to the benefit of low and moderate income County residents; and

WHEREAS, as part of the 2004 Emergency Home Repair Program Application, the Virginia Department of Housing and Community Development has requested a resolution from the York County Board of Supervisors re-affirming their support of the application for, and use of, Emergency Home Repair grant resources;

NOW, THEREFORE, BE IT RESOLVED by the York County Board of Supervisors this 20th day of January, 2004, that the County Administrator be, and hereby is, authorized to submit a grant application and all necessary supporting documentation to continue receiving funding under the Emergency Home Repair Program; to accept funding in the amounts offered the County by the Virginia Department of Housing and Community Development; to execute any necessary grant agreements, related contracts, or other documents, subject to approval as to form by the County Attorney; to provide such additional information to the Department as may be required by the terms of the grant agreement; and to do all things necessary to implement the Emergency Home Repair Program;

BE IT FURTHER RESOLVED that the County Administrator is authorized to accept any subsequent offer of funding that would not exceed available resources for any required matches and to increase amounts appropriated in the budget if and when funds become available and to advise the Board of all such actions in writing.

**NEW BUSINESS**

PROPOSAL FOR LEGISLATION TO INCREASE TRANSIENT OCCUPANCY TAX (Not on Agenda)



Mr. McReynolds explained proposed Resolution R04-14 to indicate support for legislation to allow an increase in the Transient Occupancy Tax in the amount of \$2.00 per night, per room. He reminded the Board of its earlier work session where it agreed to support the increase that would provide approximately \$3.6 million towards the advertising and promotion of tourism in the region. He explained this resolution is only to support the proposed legislation; and if the proposal passes the General Assembly, another resolution would be necessary for the Board to actually approve the increase.

Mr. Zaremba then moved the adoption of proposed Resolution R04-14 that reads:

A RESOLUTION TO SUPPORT THE PROPOSED INCREASE OF \$2  
PER NIGHT, PER ROOM, IN THE TRANSIENT OCCUPANCY TAX

WHEREAS, the Williamsburg Area Chamber of Commerce, the Williamsburg Area Convention and Visitors Bureau, and the Williamsburg Hotel and Motel Association desire to find a new source of funding for advertising the greater Williamsburg destination area (i.e., the City of Williamsburg, James City County, and York County) to increase overnight business and increase lodging room occupancies; and

WHEREAS, an increase in overnight visitors to the Williamsburg area would result in a corresponding increase in sales tax and transient occupancy tax revenues to the City of Williamsburg, James City County, and York County for the benefit of local citizens; and

WHEREAS, currently, the City of Williamsburg and York County have enacted a five percent transient occupancy tax, and James City County has enacted a four percent transient occupancy tax, with the revenues so generated (above two percent) being allocated for tourism advertising and promotion; and

WHEREAS, in order to increase overnight visitors to the greater Williamsburg area, there exists a need to increase the advertising directly related to promoting the Greater Williamsburg area as a tourism destination;

NOW, THEREFORE, BE IT RESOLVED by the York County Board of Supervisors this the 20th day of January, 2004, that it hereby requests the General Assembly of the Commonwealth of Virginia to pass legislation to enable James City County and York County to enact a \$2 per night occupied room fee, which fee shall be used to fund an advertising initiative to increase overnight tourist lodging business in greater Williamsburg and the Historic Triangle Tourist Area and shall be expended as herein set forth.

BE IT FURTHER RESOLVED that if the General Assembly enacts such legislation, a Williamsburg Area Destination Marketing Committee (WADMC) shall be created as a committee of the Williamsburg Area Convention and Visitors Bureau and shall be composed of 10 members (8 voting and two non-voting) as follows:

1. One member selected by the Williamsburg Area Convention and Visitors Bureau Executive Committee.
2. One member selected by the Board of Directors of the Williamsburg Hotel and Motel Association.
3. One member from each of the following selected by the individual interest: (1) Colonial Williamsburg Foundation; (2) Anheuser Busch/Busch Gardens Williamsburg; and (3) Jamestown-Yorktown Foundation.
4. The City of Williamsburg, James City County, and York County shall each appoint a member for a total of three members, with each of the locality members having two votes for a total of six votes.
5. The Executive Directors of the Williamsburg Area Convention and Visitors Bureau and the Williamsburg Hotel and Motel Association each shall serve as ex-officio, non-voting members of the committee.

BE IT STILL FURTHER RESOLVED that the WADMC shall organize itself in an appropriate manner and shall be responsible for directing how the Visitors Bureau shall expend all revenue generated by the \$2 lodging fee.

BE IT STILL FURTHER RESOLVED that all revenue generated shall be expended to promote the Greater Williamsburg area as an overnight destination.

BE IT STILL FURTHER RESOLVED that the Board of Supervisors hereby indicates its support for this proposal to the members of the local General Assembly delegation and, by the adoption of this resolution, indicates its willingness to implement such a fee as soon as practicable upon approval of same by the General Assembly and the Governor.

BE IT STILL FURTHER RESOLVED that the Board of Supervisors hereby requests that the enabling legislation approved by the General Assembly and the Governor shall include a sunset clause of December 31, 2007, removing the \$2 per night occupied room fee.

On roll call the vote was:

Yea: (4) Bowman, Burgett, Zaremba, Shepperd  
Nay: (1) Noll

**CLOSED MEETING.** At 10:14 p.m. Mr. Burgett moved that the meeting be convened in Closed Meeting pursuant to Section 2.2-3711(a)(1) of the Code of Virginia pertaining to appointments to Boards and Commissions.

On roll call the vote was:

Yea: (5) Burgett, Zaremba, Noll, Bowman, Shepperd  
Nay: (0)

Meeting Reconvened. At 10:27 p.m. the meeting was reconvened in open session by order of the Chair.

Mrs. Noll moved the adoption of proposed Resolution SR-1 that reads:

A RESOLUTION TO CERTIFY COMPLIANCE WITH THE FREEDOM OF INFORMATION ACT REGARDING MEETING IN CLOSED MEETING

WHEREAS, the York County Board of Supervisors has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711.1 of the Code of Virginia requires a certification by the York County Board of Supervisors that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED by the York County Board of Supervisors this the 20th day of January, 2004, hereby certifies that, to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (2) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the York County Board of Supervisors.

On roll call the vote was:

Yea: (5) Zaremba, Noll, Bowman, Burgett, Shepperd

Nay: (0)

Meeting Adjourned. At 10:30 p.m. Mr. Burgett moved that the meeting be adjourned to 6:00p.m., Tuesday, January 27, 2004, in the East Room, York Hall, for the purpose of conducting a work session.

On roll call the vote was:

Yea: (5) Noll, Bowman, Burgett, Zaremba, Shepperd  
Nay: (0)

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James O. McReynolds, Clerk  
York County Board of Supervisors

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Thomas G. Shepperd, Chairman  
York County Board of Supervisors